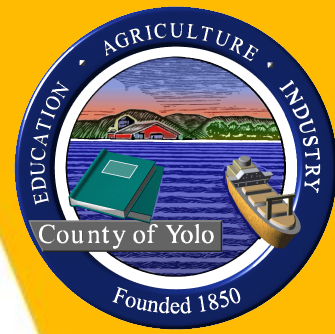


Road to Licensure

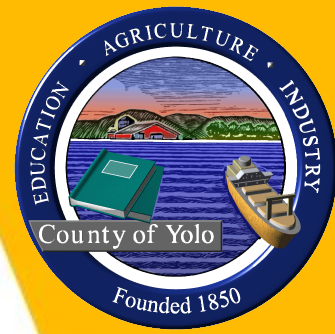
Unlicensed Food Vendor Conceptual Pilot Program Update

**County of Yolo
County Administrator's Office
Community Services Department**



Presentation

1. Background Information
2. Field Survey and Data Outcomes
3. Food Vending Operation Categories and CMFO equipment
4. Division of Environmental Health: Permitting Process and Public Support
5. Conceptual Pilot Program
6. Enforcement Procedures/Safety
7. Conceptual Options List for Consideration



Background Information

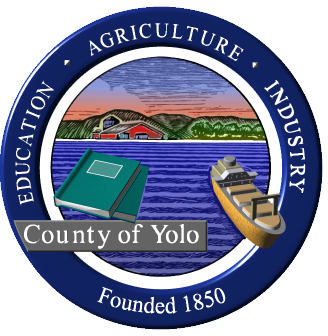
- The County has seen an increase in unlicensed street food vendors, particularly in the City of Woodland.
- The main issue is that food prepared by unlicensed street food vendors is typically prepared from a private home or unpermitted restaurant or facility, therefore compromising the health and safety of consumers.
- Unlicensed vendors may lack the awareness for safe food-handling and legal licensure, as well as lack the necessary channels and education for standards compliance.
- Unlicensed street food vending has an impact on brick-and-mortar businesses' ability to compete.

Why do people operate a business as food vendors?

- An essential source of income
- Creates employment opportunities
- Flexibility to care for their family

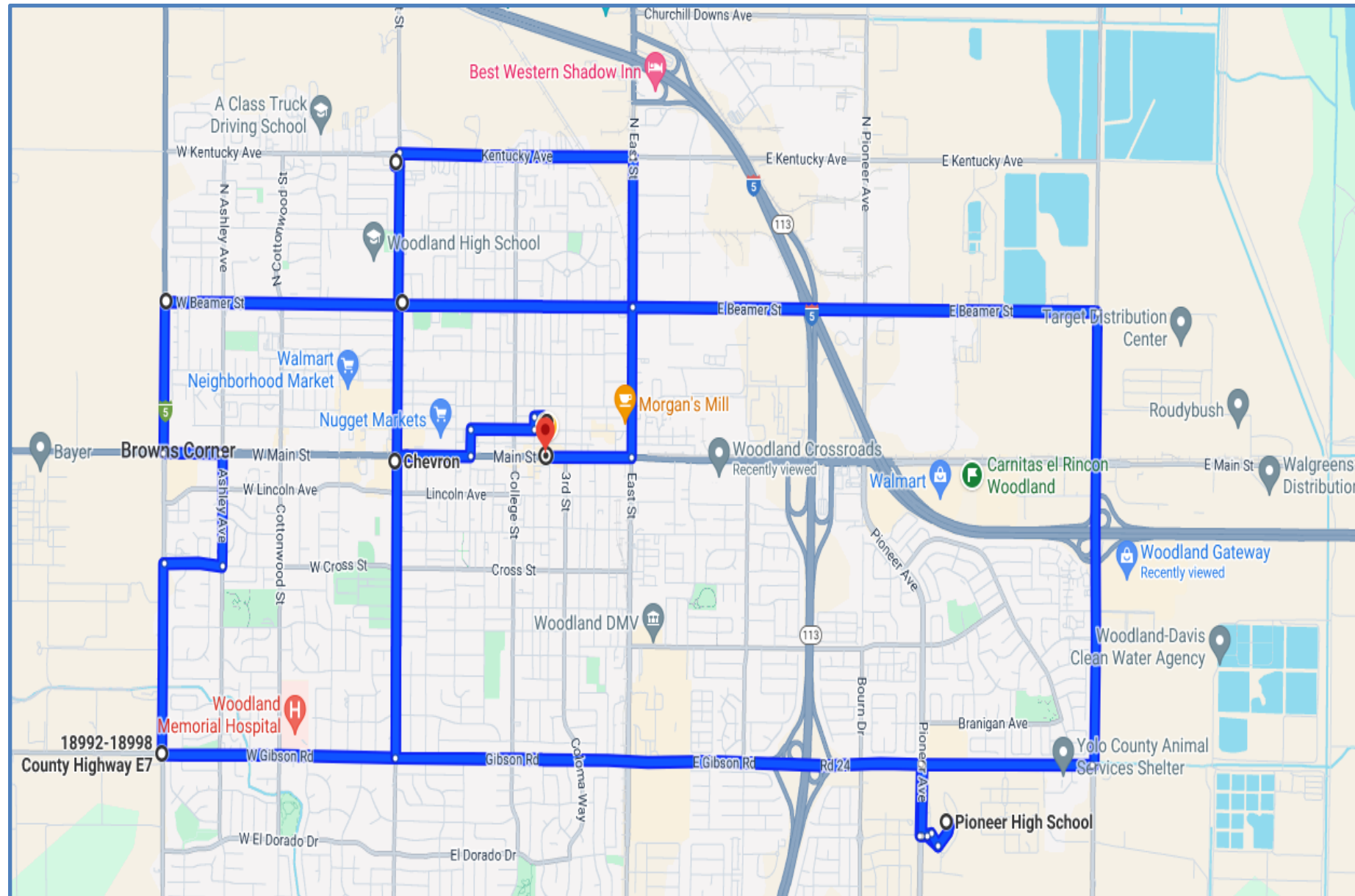
Field Survey

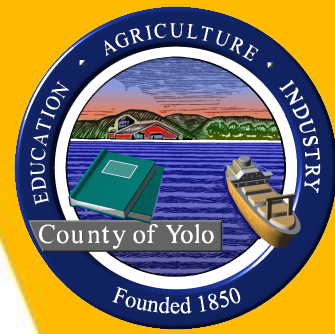
The Yolo County Administrator's Office conducted a field survey to learn more information about unlicensed food vending activity in the City of Woodland.



County staff drove a designated perimeter of Woodland and drove within the perimeter to capture all main roads and residential areas. A spreadsheet was used to collect data on location description, food menu descriptions, equipment descriptions, food-borne illness risk level, menu prices, equipment cost estimation, number of customers, number of staff, and payment transaction methods. Every observation recorded represents each instance a vendor was seen by driving staff.

All duplicate addresses were consolidated and mapped. The estimated count is **27 unique vendors in the City of Woodland.**





Data Collection and Key Considerations

Four observation periods per day, Monday–Sunday: 8am, 12pm, 6pm, 9pm.

112 Observations were recorded from 8 days of driving: July 21st, July 30th, August 1st – August 6th = 32 total drives.

The 112 Observations were consolidated by mapping each location and removing known duplicate operations with matching descriptions. Through this process, **27 estimated unique street food vendors were counted**. This includes Pop-ups, Pushcarts, and Prepackaged fruit.

Risk level Assessment (Prepackaged/Low/High) uses Yolo County Environmental Health labels.

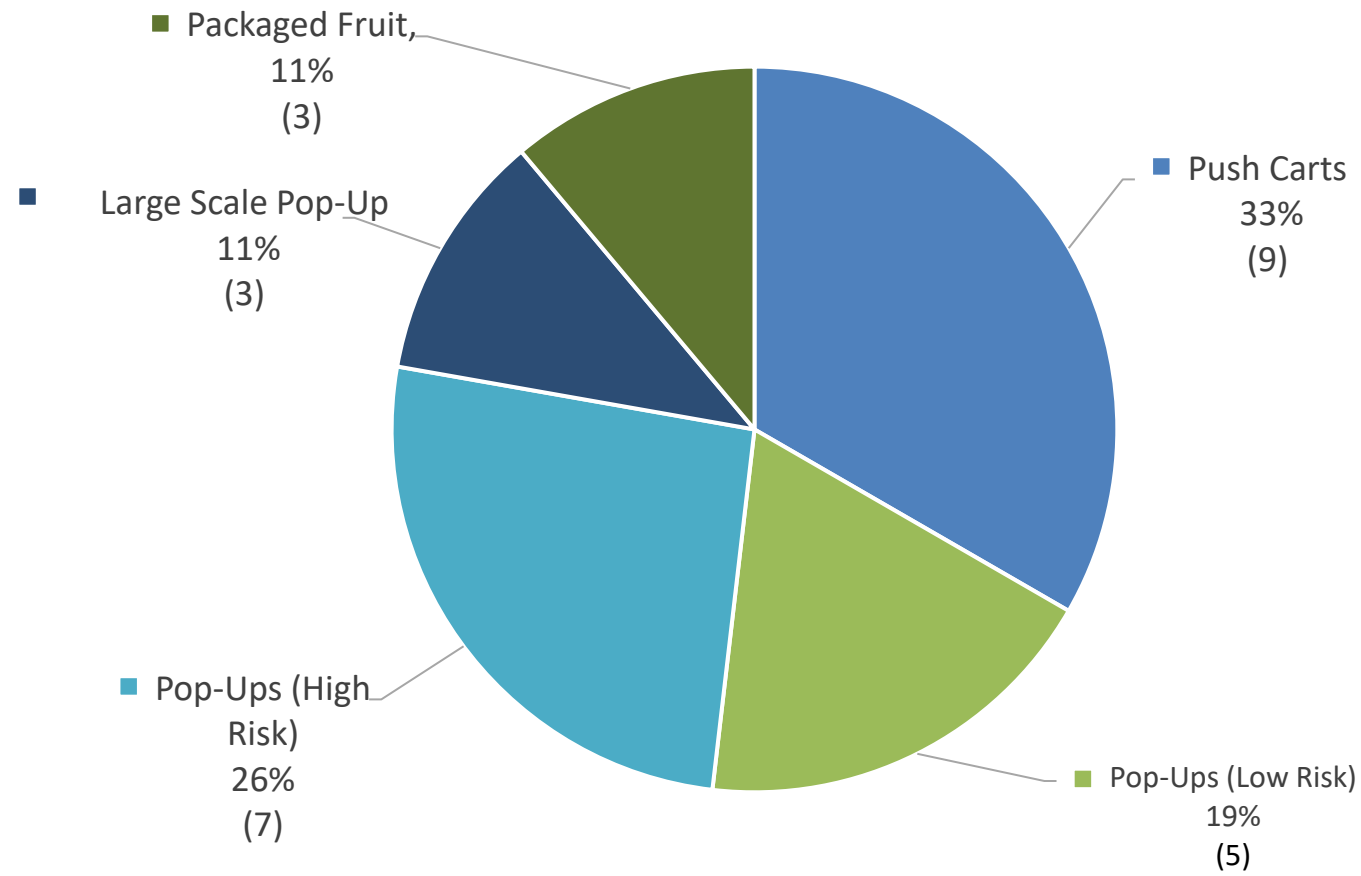
a. Prepackaged = Packaged at a certified facility. Unopened at selling site. Does not require temperature control. (i.e. Bags of chips, uncut-packaged fruits)

b. Low-Risk = Minimal food preparation that involves opened food packaging, slicing, cutting, handling. May require temperature control. (i.e. Sliced Fruit cups, Prepared Snacks, Snow cones)

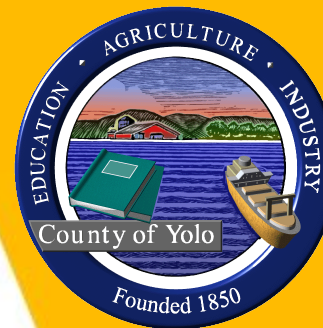
c. High-Risk = Cooking raw meat, serving meat products, cooked dishes, full meals requiring multiple temperature-controlled items, and safe food storage. (i.e. Beef, Pork, Lamb, Seafood, Chicken, Sauces/salsas, etc.)

Data Outcomes

Total Unique Vendors -
Estimated County by Operation Category



Operation Category	Risk Level	Permitted (P) Unpermitted (UNP)	Unique Vendor Estimated Count	Percent (%) Estimated Count
Pop-ups	Low	UNP	5	19%
Pop-ups	High	UNP	7	26%
Pushcart	Low	UNP	9	33%
Large Scale Pop-ups	High	UNP	3	11%
Packaged Fruit	Prepackaged	No Permit Required	3	11%
Total Unique Vendor Estimated Count			27	



Operation Category Information

Pop-ups and Pushcarts:

Staff considers the small Pop-ups and Pushcart operations the most likely to benefit from a formalized pathway to licensure program. As such, **this group of 21 vendors** are the intended population for the potential pilot program described later in the presentation.

Large Scale Pop-ups:

These named businesses have the means to compete with local brick-and-mortar restaurants in the City of Woodland. Their local renown and high cost of initial investment into their operations give them the potential capacity to undergo an existing pathway to licensure and acquire a Food Truck, CMFO, or brick-and-mortar establishment of their own.

Food Trucks-

Food Trucks are vehicular, motorized operations. The City of Woodland allows 13 licensed Food Truck Operations at one time. Presumably, Food Trucks have the ability to become permitted or renew their licenses.

Packaged Fruit-

These fruit vendors appear to be organized by a separate entity given that they sell the same products, already packaged. Their uniform hats and same equipment indicate a planned effort and it is likely that the vendors are not the owners of the operation.

Compact Mobile Food Operations

- What is **Compact Mobile Food Operation** (CMFO)?
 - A non-motorized vehicle in which food is prepared on the CMFO or in a permitted kitchen facility.
 - Cost depends on the CMFO customization, health code level of risk, and food menu offerings.
 - (Price ranges \$5,800 – \$45,000)
- What is not a CMFO?
 - **Pop-up food tents** with multiple pieces of cooking equipment
 - Foods made from a private home or unpermitted kitchen facility.



Approved Examples of CMFO

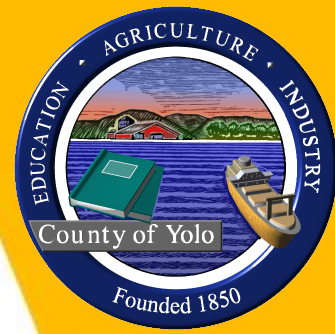
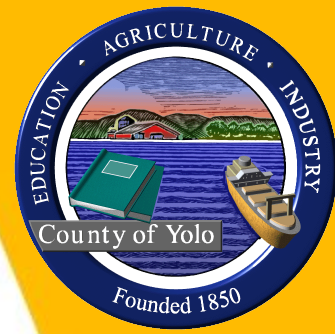


FIGURE A	FIGURE B
<div data-bbox="793 371 1392 697" data-label="Image"> </div> <p data-bbox="769 814 1059 1009">MENU EXAMPLES: Whole Uncut Produce Prepackaged Chips Prepackaged Candies Prepackaged Soda Prepackaged popsicles</p> <div data-bbox="759 1033 1336 1178" data-label="Text" style="border: 1px solid red; background-color: yellow;"> <p>PREPACKAGED – NON PHF / WHOLE UNCUT PRODUCE LESS THAN 25 sq/ft OF RETAIL NO PERMIT REQUIRED</p> </div>	<div data-bbox="1469 296 2012 690" data-label="Image"> </div> <p data-bbox="1459 802 1735 964">MENU EXAMPLES: Whole Uncut Produce Prepackaged Chips Prepackaged Candies Prepackaged Soda</p> <p data-bbox="1459 1028 2002 1146">PREPACKAGED – NON PHF / WHOLE UNCUT PRODUCE GREATER THAN 25 sq/ft OF RETAIL PLAN SUBMITTAL & PERMIT REQUIRED</p>
<p data-bbox="1379 1159 1512 1183">FIGURE C</p>	
<div data-bbox="1046 1234 1879 1572" data-label="Image"> </div> <p data-bbox="779 1647 1369 1770">MENU EXAMPLES: Prepackaged Tamales (in original inedible husk) Prepackaged Burritos Prepackaged Ice cream (dairy)</p> <p data-bbox="779 1808 1259 1853">PREPACKAGED – PHF PLAN SUBMITTAL & PERMIT REQUIRED</p>	



The CMFO Equipment Estimated Cost Summary Table, shows what the associated costs for upgrading to CMFO equipment would look like for the three groups comprised of **21 vendors which represent the intended population** to receive support.

It is anticipated that the City of Woodland would participate in a 50/50 cost share with the County for any equipment costs.

CMFO Equipment Estimated Cost Summary Table (Full Participation/Median Equipment Cost)

Operation Category	Estimated number of total vendors <i>(21 Total)</i>	CMFO Median Equipment Cost per vendor	Total CMFO Equipment Cost Median Estimate <i>Full Participation</i>	Median Permitting and Licensing Fees <i>One-time waived per vendor</i>	Average Estimated Annual Insurance Fees <i>Upfront per vendor cost</i>
Pushcart Pathway	9	\$8,650	\$77,850	\$2,565	\$1,886
Pop-up, Low-Risk	5	\$8,650	\$43,250	\$2,565	\$1,886
Pop-up, High-Risk	7	\$29,000	\$203,000	\$2,910	\$1,886
Total Combined Median Equipment Cost for 21 vendors = \$324,100					

Note: CMFO equipment cost is estimated based on Los Angeles County’s manufacturers pricing. Vendors may build their own carts which must meet state regulatory standards and review by EH.

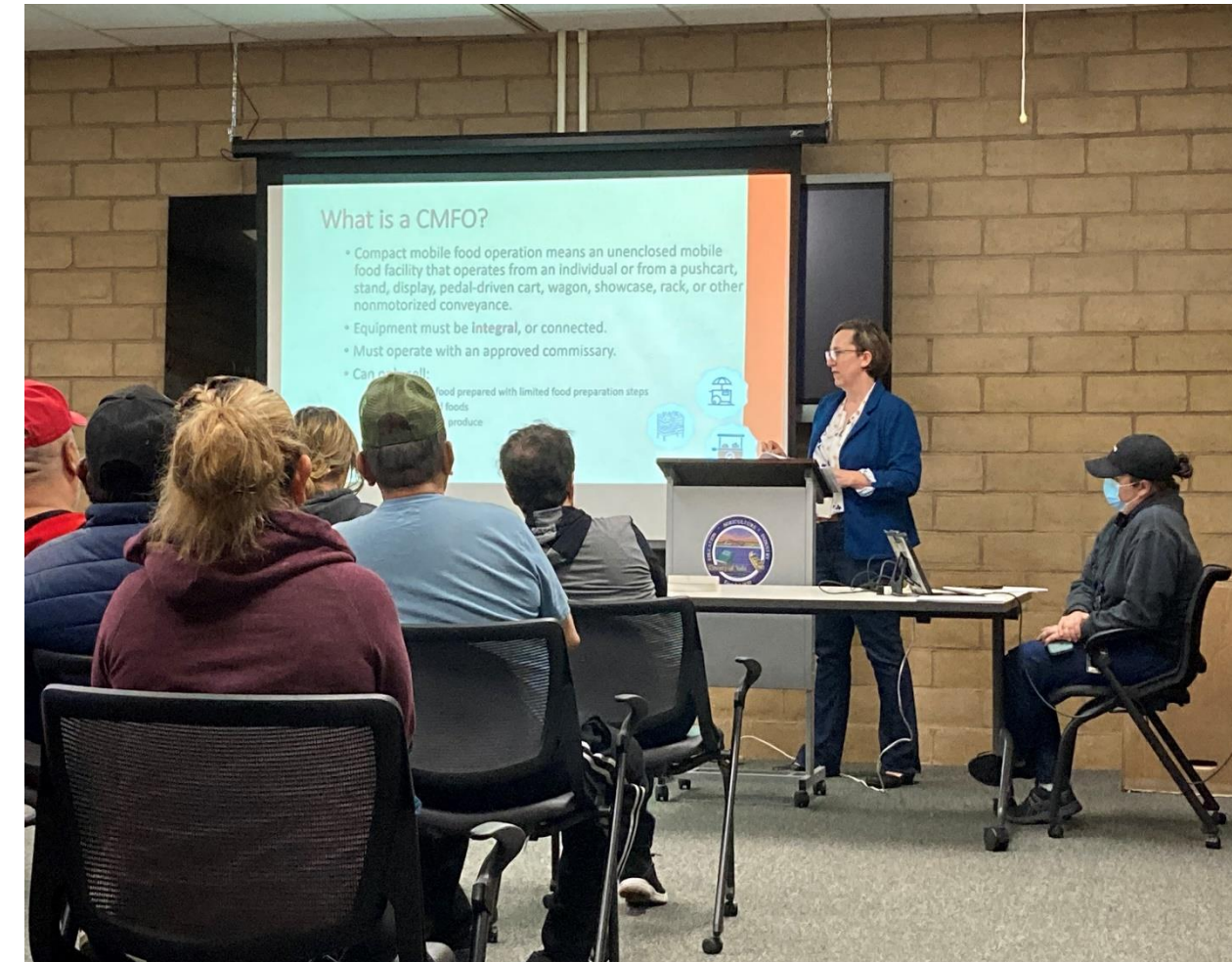
How to obtain a permit

- Must obtain a public health permit from Yolo County Environmental Health Division.
- A business license and mobile vendor permit are required from the City of Woodland after a public health permit is acquired.

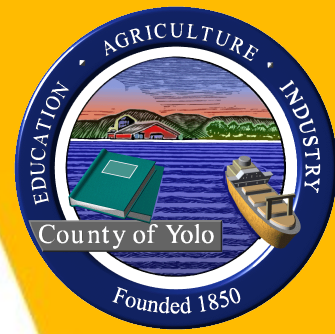


Environmental Health Efforts– Public Support

- YCEH held two workshops in 2023 on how to obtain a CMFO permit. One workshop was in-person and one was via Zoom. The workshops were well attended and several unpermitted street food vendors that YCEH and Woodland Code Enforcement have had previous contact with attended the in-person workshop.
 - While the workshops were held in English, staff was on hand to translate the information into Spanish at the in-person workshop.
 - YCEH issued a press release ahead of the workshops and flyers for the workshop were given to unpermitted food vendors during a joint education effort between YCEH and Woodland Code Enforcement.
- Since the workshop YCEH has issued CMFO permits to six (6) previously unpermitted food vendors.
- Information on CMFO and how to get a permit is available on our [website](#).
- YCEH has developed a free [CMFO Proposal Form](#) which anyone interested in obtaining a CMFO permit can submit to facilitate YCEH providing appropriate information and guidance to potential CMFO operators. This form is also available in Spanish.



Conceptual Pilot Program Considerations



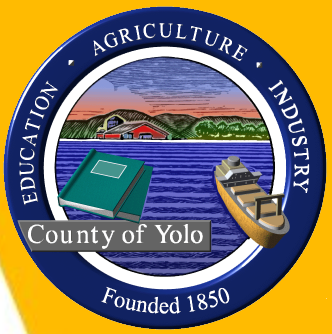
- **Purpose:** Create a pathway for unlicensed vendors to obtain a permit and license to operate in a designated location, addressing safety and potential food-borne illness concerns, in full compliance with the law.
1. Establish a coordinated pilot program between the City of Woodland and Yolo County with a 50/50 cost-share per an MOU agreement.
 2. Provide access to an approved commissary for unlicensed vendors to prepare and store food in compliance with Environmental Health Division standards.
 3. Initiate a zero-cost licensing period for unlicensed street food vendors to participate in the pilot program while providing guidance for vendors to obtain necessary permits and licenses.
 4. Contingent on County Counsel review, program criteria could be subject to income eligibility, residency within the County, etc.

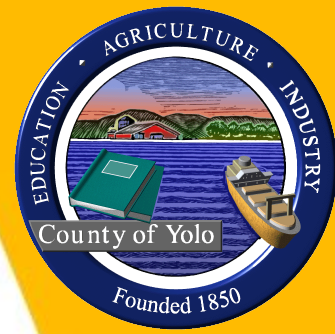


Operations

Conceptual Pilot Program

- An operator would oversee the kitchen facility and designated outdoor vending space, assist in teaching proper food handling, and facilitate permitting and licensing.
- The operator could potentially provide workshops on food handling safety for unlicensed street food vendors.
- Inspection and permitting by Environmental Health Division assures:
 - Food handlers have been educated on how to reduce risks of foodborne illness.
 - Food is obtained from a safe source.
 - Food is stored at proper temperatures.
 - Workers have access to approved CMFO equipment.





Operations

Conceptual Pilot Program

- **Location:**

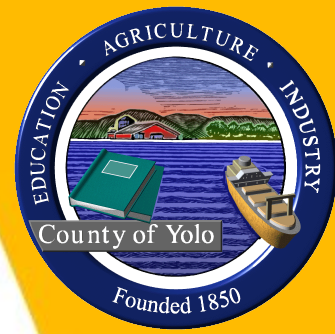
- The pilot would consider use of the County-owned parking lot located behind the County Administrator's Office building.

- **Dates:**

- Operate up to 6 days per week and provide flexibility for vendors.
- Allow vendors to sell food during the Woodland Farmer's Market on Saturdays.

- **Potential Operators:**

- Meals on Wheels
- Other possible nonprofits/local agencies



Costs Consideration

Conceptual Pilot Program

- It is anticipated that the City of Woodland would participate in a 50/50 cost share with the County for any pilot program costs and staffing.

Pilot Program Operation, Estimated Cost Summary Table (Limited Participation Cap)

Number of Participants	Operator Estimated Hourly Rate <i>(All-Inclusive)</i>	Operator Estimated Weekly Rate <i>(5 hours a day) (6 days a week)</i>	Operator Estimated Monthly Rate	CMFO or other Capital Cost per vendor <i>(5-21 CMFOs)</i>	Estimated County staff time, OT, Insurance, etc. <i>(Soft costs)</i>
5*	\$240	\$7,200	\$31,200	\$77,000- 324,100	\$250,000
Total Estimated Annual Nonprofit Operator Cost = \$374,400					

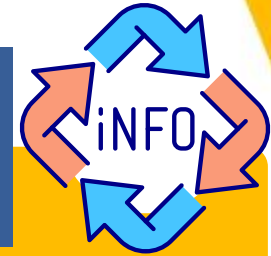
*This figure represents maximum participant capacity from one non-profit operator.

Enforcement Procedures/ Safety



Communication

The County would conduct outreach to unlicensed street food vendors and the City would inform property owners of the upcoming enforcement procedures to encourage street food vendors to take advantage of the new pilot program.



Informational Meetings

The County and City will jointly host informational meeting(s) for unlicensed street food vendors prior to commencing full enforcement.

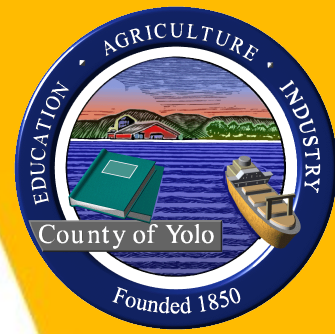
Public Support:

- Education strategy

Safety:

- Ordinance and code enforcement is under the jurisdiction of the City of Woodland.
- The City has sent courtesy violation notices to property owners on whose property unlicensed food vending is occurring.
- Ensure safety measures by instating pilot program requirements for participation.

Conceptual Options List for Consideration



#	Conceptual Options	Amount
1	Fee waiver subsidy for all licensing costs for qualified food vendors (one-time). *	\$56,280
2	Subsidizing CMFO equipment to qualify 5 - 21 unlicensed vendors for licensure (one-time). * ^	\$77,850 - 324,100
3	Nonprofit/Commissary Operator Annual Estimated Cost (Meals on Wheels) * ^	\$374,400
4	Receive an update from staff on opting-in and regulating home-based micro kitchens in Yolo County as an additional potential pathway.	-
5	Direct CAO and Environmental Health staff to review potential legislative concepts to reduce the barrier of entry for prepared food vending without compromising public health.	-
<p>* <i>These amounts would be cost-shared with City of Woodland</i></p> <p>^ <i>Potential soft-costs may include up to \$250k to fund staff hours, OT, utilities, etc.</i></p>		

Pending Board feedback, staff contemplates including selected options as potential budget augmentation requests as part of the Adopted Budget. Any augmentation request would be cumulative of the programming, soft cost, and other related infrastructure or capital costs associated with the program. Depending on the location of a pilot there could be additional site-specific infrastructure costs which would be accounted for and reported to the Board. The Board can then make a funding decision regarding the pilot program as part of the Adopted budget hearing on September 24.

Recommended Actions:

- A. Receive presentation on the "Road to Licensure" Pilot Program for Unlicensed Food Vendors in the City of Woodland; and
- B. Provide feedback and recommendations to staff on the Conceptual Options List as a potential budget augmentation request in the Adopted Budget.